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Have extracted the Administrative criteria from the DoD Construction Criteria Manual (4720.1M). I have requested additional copies and as soon as they arrive, I will forward one to you.



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CHAPTER 3

BUILDINGS AND FACILITIES CRITERIA

3-1 GENERAL

This chapter sets forth space and other specialized criteria applicable to individual repetitive type buildings and facilities. Category codes shown for the various facilities which are in accordance with DoD Instruction 4165.3 (reference (3a)).

3-2 MAXIMUM SPACE ALLOWANCES

Space allowances shown, unless otherwise noted, are maximums within which specific requirements normally shall be met. Engineering-economic studies shall include a detailed analysis of the activities to be accommodated to determine the amount of space to be provided in the facility. Where DoD space criteria are not available, accepted design and experience factors shall be used to determine space allocations for the various component functions of the building. However, Sec. 607 of P.L. 95-82 (reference (3b)) authorizes variations in cost and floor area limitations for the utilization of solar energy sources. Use of solar energy is encouraged where it is practical and economically feasible. Therefore, increases in the following space allowances are authorized where such increase is required to permit installation of solar energy systems including cooling, heating or a combination of both, and where such systems will be installed.

3-2.1 BASIS OF SPACE ALLOWANCES:

A. Military Strength. Except where otherwise noted, the space allowances shown are based on the authorized projected military strength of the installation concerned. This strength figure may be augmented as indicated under the following conditions:

(1) When an installation serves a substantial number of transients, such as fleet based technicians, trainees, or TDY students, the average daily transient strength, based on a firm projection of the total yearly load of such transients, may be added with the number of the permanent party personnel to arrive at a total military strength. When the transient load is clearly seasonal rather than continuous year-round, the average daily strength shall be based on a firm projection of the total seasonal load. In overseas areas, when civilian employees and their dependents are authorized full use of certain facilities, such employees and dependents may be counted in determining military strength for those facilities.

(2) When other installations in the vicinity are satellited for specific support, the military strength of the satellited installation may be added to the military strength of the support installation. However, when a number of installations or concentrations of military personnel are located in proximity to one another, as in a metropolitan area, the facilities provided in accordance with these criteria shall be related to, and governed by, the aggregate military strength in the area.

B. Computation of Gross Area. Gross area of facilities (other than family housing) shall be computed in accordance with the definition of Gross Area, Buildings. Unless otherwise noted, the gross area allowances in this chapter do not include the required mechanical equipment space.

3-3 ADMINISTRATIVE FACILITIES (Category Code 610)

3-3.1 SPACE CRITERIA: The net floor area² per building occupant shall be not less than 115 square feet and shall not exceed 130 square feet. The net office area per building occupant shall be not less than 80 square feet and shall not exceed 90 square feet. Special purpose space such as auditoriums, drafting rooms, and computer installations, when justified by operational requirements, may be included within an administrative facility; however their areas are in addition to the net floor area and net office area per building occupant.

3-3.2 STORY HEIGHTS: Story heights shall be designed to practicable minimums, taking into account the optimum cost tradeoffs with structural and mechanical systems.

¹ The total area of all floors, including mezzanines, basements and penthouses as determined by the effective outside dimensions of the building. One-half the area shall be included for uncovered loading platforms, covered ground level or depressed loading facilities and covered but not enclosed passageways, porches and balconies and stairs. Exterior uncovered stairs, uncovered stoops, paved terraces, and all enclosed space having an average ceiling height of less than 7 feet shall be excluded.

² Net floor areas include the total gross area excluding 1) exterior walls, 2) interior partitions, 3) stairs and stair towers, 4) elevator shafts and machinery space, 5) toilet and cleaning gear space, 6) permanent hallways and corridors, 7) mechanical equipment and water supply equipment space, and 8) basements not suited for use as office space.

³ Net office area includes the net floor area less central files, storage, special purpose, conference and miscellaneous rooms not specifically used as office space.